

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Agency: Department of Human Services

Contract No.: DCJA-2008-C-0005-F

Caption: Case Management Services

Contractor: Metropolitan Educational Solutions
12138 Central Avenue, Suite 407
Mitchellville, MD 20721

FINDINGS

1. AUTHORIZATION:

D.C. Code § 2-354.04; DCMR § 1701 and 2005.6(b)

2. MINIMUM NEED:

The Department of Human Services has a continuing need to provide Case Management Services for participants in its' Permanent Supportive Housing Program (PSHP).

The period of performance will be July 31, 2013 through February 27, 2014.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated price to provide the required services for the period of performance is \$890,484.00 based on the rates from Option Year 4. The rates have been previously determined fair and reasonable based on current monthly rates paid by the District

4. FACTS THAT JUSTIFY A SOLE SOURCE PROCUREMENT:

Metropolitan Educational Solutions has been providing Case Management Services for over four (4) years to the Department of Human Services in the District of Columbia. Metropolitan Educational Solutions has demonstrated that it is responsible in its performance during the base and previously awarded option years. The Case Management Services Contract will expire on July 30, 2013. A replacement Human Care Solicitation was advertised on April 12, 2013 and is in the evaluation stage as of May 14, 2013.

In accordance with DCMR subsection 2005.6 (b) the District hereby determines that these services are critical to the Department of Human Services and it is in the best interest of the

District to extend the term beyond the total term specified in the Contract in order to continually assist the homeless population of the District of Columbia.

A market survey was not performed because the Department of Human Services and the Contracting Officer determined that Metropolitan Educational Solutions is one (1) of only eight (8) contractors who in the short term are capable and qualified to provide these critical services with minimal risk to the District's residents and a market survey would not change these conditions.

Failure to extend the Contract will prevent the District from providing these critical Case Management Services to the homeless population of the District of Columbia, therefore a six (6) month extension is necessary to continue the current services.

5. CERTIFICATION BY THE AGENCY HEAD:

I hereby certify that the findings set forth above are true, correct, and complete to the best of my knowledge and that the proposed contract extension is in the best interest of the District of Columbia.

David A. Berns
Director
Department of Human Services

Date

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the sole source notice of Intent to Award a Sole Source Contract was posted on the OCP website and no valid responses were received regarding the posting. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed Human Care Agreement.

Jeanne Mirabile
Contracting Officer
Office of Contracting and Procurement

Date

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.04. Accordingly, I determine that the District is justified in using the sole source method of procurement.

James D. Staton, Jr.
Chief Procurement Officer
Office of Contracting and Procurement

Date